

THE BOARD OF EDUCATION OF SALT LAKE CITY SCHOOL DISTRICT

Board Business Meeting
and Closed Executive Session

September 6, 2016

The Board of Education of Salt Lake City School District met in a Board Business Meeting and Closed Executive Session at 6:30 p.m. on Tuesday, September 6, 2016, in the Board Room of the Administration Building, 440 East 100 South, Salt Lake City, Utah.

ROLL CALL

Members Present: President Heather Bennett, Vice President Tiffany Sandberg, Rosemary Emery, Melissa Ford, Katherine Kennedy, Kristi Swett, and Omyya Min, Student Member.

Members Excused: J. Michael Clára.

Also Present: Alexa Cunningham, Superintendent; Janet Roberts, Business Administrator; Kristina Kindl, Director of Policy and Legal Services; Barbara Kuehl, Chief Academic Officer; Brian Conley, Chief School Improvement Officer; Larry Madden, Chief Operations Officer; Christine Marriott, Director of Assessment and Evaluations; Byron Garritson, Director of Human Resource Services; Mindi Holmdahl, Student Services Director; Jenny Mayer-Glenn, Director of School and Family Collaboration; Rebecca Pittam, School Leadership Support Director; Heidi Greene, Principal Meadowlark Elementary; Adrian Bancroft, Assistant Principal Meadowlark Elementary; Jared Wright, Principal Dilworth, and representing the Salt Lake Association of School Administrators, Susan McFarland and Ana Park, representing the Salt Lake Education Association; Janet Clark, representing the Child Nutrition Employees Association; Cindy Mills, representing the Salt Lake Educational Office Personnel Association; Rickie McCandless, representing the Salt Lake City Mayor's Office (arriving at 8:09 p.m.); Jason Stevenson, Board Candidate Precinct #5; Jason Olsen, Public Information Officer; Lisa Alleman, Superintendent's Office; Liz Baldwin, Business Administration Office, and others in the audience.

In accordance with the agenda prepared for the Board Business Meeting of September 6, 2016, ten motions were made. Items are reported as listed in the agenda and not necessarily in the order they were considered.

The meeting was called to order by President Bennett, who presided.

1. CLOSED EXECUTIVE SESSION

A. Litigation; Negotiations; and/or Property

There was no Closed Executive Session for Litigation; Negotiations; and/or Property.

Board Business Meeting

September 6, 2016

B. Character, Professional Competence, or Physical or Mental Health of an Individual; and/or Deployment of Security Personnel, Devices, or Systems

There was no Closed Executive Session for Character, Professional Competence, or Physical or Mental Health of an Individual; and/or Deployment of Security Personnel, Devices, or Systems.

VOTE RECORD	AYE	NAY	ABSENT
BENNETT	1,2,3,6,7,8,9	4,5	
CLÁRA			X
EMERY	1,2,6,7,8,9	4,5	3
FORD	1,2,3,6,7,8,9	4,5	
KENNEDY	1,2,3,6,7,8,9	4,5	
SANDBERG	1,2,3,6,7,8,9	4,5	
SWETT	1,2,3,6,7,8,9	4,5	
A Absent	Ab Abstention	F Failed	
N "No" Vote	NA No Action	T Tabled	
W Withdrawn	*Unanimous Approval		
**Members Making Motion			

2. BOARD BUSINESS MEETING

- President Bennett welcomed everyone in the audience. She recognized the presence of Jared Wright, representing the Salt Lake Association of School Administrators; Susan McFarland and Ana Park representing the Salt Lake Education Association, Janet Clark, representing the Child Nutrition Employees Association; and Cindy Mills, representing the Salt Lake Educational Office Personnel Association.
- Kathy Liu, West High School student, led the audience in reciting the Pledge of Allegiance to the Flag.
- Ms. Kennedy recognized Kathy Liu, West High School Student and recipient of the Young Scientist Award at the Intel International Science and Engineering Fair. Ms. Liu won \$50,000 for her project of inventing a new innovative battery that is cheaper, safer, and longer lasting than current products. She received a standing ovation from the audience. Ms. Liu introduced her family and explained the process of participating in the competition. She thanked the district, West High, and the board for their support.

A. CONSENT AGENDA

*(1) A motion was made to approve four of the six items, including six of the seven policies, included in the Consent Agenda. These items are listed below. Items A1, Purchasing/ Accounting Report; A2, Human Resource Report; and A6a, Policy C-1, Parent and Community Involvement; were moved to the Action Agenda.

**(Kennedy and Sandberg)

- The Purchasing/Accounting Report, included a breakdown of items costing over and under \$50,000, increases to existing purchase orders, a payment voucher report that includes travel and professional expenditures, the budget report for July 2016, and the School Financial Reports for Student Activities for the Twelve Months Ended June 30, 2016. *This item was moved to the Action Agenda.*
- The Human Resources Department Report, included new contract employment for fifty-one employees, changes for twenty-five, and releases for sixty-eight. *This item was moved to the Action Agenda.*

3. Minutes of the Board Business Meeting held August 2, 2016.
4. Minutes of the Board Study Session held August 6, 2016.
5. Board Investment Options for 2016-2017.
6. Board Policies.
 - a. Policy C-1, Parent and Community Involvement. *This item was moved to the Action Agenda.*
 - b. Policy G-12, Americans with Disabilities Act.
 - c. Policy I-7, Curriculum and Instructional Materials.
 - d. Policy I-10, Educational Equity and Advocacy.
 - e. Policy I-12, Human Sexuality Education.
 - f. Policy S-4, Student Attendance and Exemption from School.
 - g. Policy S-9, Student Health Services and Requirements.

B. REQUESTS TO SPEAK

1. There were no requests to speak.

C. REPORTS

1. Highlights from School Improvement Plans.

- a. Meadowlark Elementary School. Heidi Greene, Principal, and Adrian Bancroft, Vice Principal, introduced themselves and members of their school team in the audience.

Mr. Bancroft said there has been a decline in achievement over the past few years and said they would be addressing how they plan to improve scores in English Language Arts, Math, and Science. They shared details about professional development, changes in instruction, and expanding opportunities for students.

Ms. Greene said Multi-Tiered Systems of Support (MTSS) is being strengthened through professional development and the implementation of action steps to address challenging student behaviors. She said they have created a training video and have improved posters in the school which provide instruction. She also said each Professional Learning Community (PLC) has been asked to add MTSS to the agendas in each grade group to address issues before they become problems.

Ms. Greene and Mr. Bancroft said they are working with the Utah Educational Policy Center (UEPC), to conduct an educational appraisal and address areas needing improvement. Five people from Meadowlark will attend the UEPC Bridgeworks Conference in October to learn more.

Ms. Green and Mr. Bancroft shared the following example of ways they are promoting social, emotional, and academic growth by utilizing the Family School Collaboration Specialist to engage parents; offering English, health, and exercise classes for families; and working with Valley Mental Health to provide therapy to students with trauma. They also shared ways they are helping students to connect with the school and build relationships by

increasing leadership opportunities, peer mentoring, soccer and basketball tournaments with other schools, and an enrichment program after school called WINGS.

Ms. Greene and Mr. Bancroft answered questions from board members. Superintendent Cunningham said she believes good things are happening at Meadowlark and she has seen students engaging with teachers and teachers greeting students at the door. She said she believes they have the right people to work on their goals.

President Bennett thanked Ms. Greene and Mr. Bancroft for the update.

2. Spring 2016 SAGE Results and School Grading. Christine Marriott shared graphs of district SAGE test scores and said they are similar to the State scores. She said the district is still not where we want to be, but there have been good increases.

Ms. Marriott explained data regarding students opting out of SAGE testing. She said the district doesn't have large numbers of students opting out, noting it is something that happens more often in charter schools.

Ms. Marriott recognized Bryant Middle School, Edison Elementary (Title I), and Hawthorne Elementary (non-Title I) as the district's schools who had the highest growth in SAGE scores last year. These schools received a banner to display. Awards will also be given to individual teachers and teams. She thanked Mike Williams from the Salt Lake Education Foundation for his support in providing recognition.

Ms. Marriott demonstrated access to a new Dashboard tool called Power BI, which will allow administrators to access their own data and view it in many different ways without waiting for reports to be published. This tool will help them immediately access their school's data and use the information to make improvements. She also shared a timeline for the public release of additional results including PACE (Prepare, Access, Complete, Economic Success) and SFAR (School Federal Accountability Report).

Ms. Marriott said principals have received the results of stake holder surveys completed last year. The Assessment Department is providing guidance to principals on how to use the data they received.

Ms. Marriott answered questions from board members. Dr. Cunningham and President Bennett thanked her for the report and complemented her on the great work done by the Assessment Department.

D. DISCUSSION AGENDA

1. Board Policies. Ms. Kindl spoke about the work of the Board Policy Subcommittee. Superintendent Cunningham said she will try to summarize the information from their meetings in her Friday memo to help avoid questions arising at the last minute.
 - a. Board Policy B-1, Board of Education Legal Status, Responsibilities, and Ethics. Ms. Kindl said this policy was revised to clarify eligibility requirements with Utah Retirement Systems.

She said there also needed to be a process included for board members to raise questions about Administrative Procedures when they don't feel like they are implementing the policy.

- b. Board Policy B-2, School Board Meetings. Ms. Kindl explained changes to this policy include the ability for board members to participate electronically in Closed Session as long as the confidential nature of the meeting is maintained. She also said a change was made requiring a reason be given for items removed from the consent agenda.

Board members discussed the change regarding the Consent Agenda. Some expressed concern about the 24 hour advance notice requirement outlined in the policy. Ms. Kindl said the 24 hours requirement to pull an item from the Consent Agenda hadn't been changed. That language was already part of the policy. The only change was board members would be required to give a reason when they request to move an item from the Consent Agenda to the Action Agenda. President Bennet explained the reason for the change is so board members and district staff have an opportunity to come to the meeting prepared to address concerns and questions.

Ms. Kindl was asked by board members to clarify this change further by combining the two sentences that talk about removing an item from the agenda and giving a reason, into one sentence. The revisions will appear on the Consent Agenda for the September 20, 2016, Board Study Session.

- c. Board Policy P-11, Employee Immunizations. Ms. Kindl explained this policy is a requirement of the Salt Lake County Health Department. Byron Garritson, joined Ms. Kindl to answer questions from the board.

Board members discussed what constitutes an outbreak, what immunizations are required, and when proof of immunization would need to be presented by employees. Board Members discussed the cost of obtaining immunizations for employees, whether district resources could be used to help cover costs, and opportunities available in the community to receive immunizations at a reduced cost. Ms. Kindl explained currently employees are responsible for the cost of their own immunizations and employees who are not immunized, or unable to provide the required documentation, would be excluded from school, at their own expense, in the event an outbreak was declared by the Health Department.

Board Members asked Ms. Kindl to include the names of the required vaccines in the policy.

- d. Board Policy P-12, Comparability of Services. Ms. Kindl explained this policy is on the Discussion Agenda because it is new. The policy will not change any current district practices, but the Every Student Succeeds Act is now requiring it be in writing.

*(2) A motion was made to move Board Policy B-1, Board of Education Legal Status; and Board Policy P-12, Comparability of Services to the Action Agenda.

** (Ford and Sandberg)

- 2. Ongoing and One-Time Investments. Larry Madden presented a proposal to add an additional Student Advocate at each High School and have an additional 8 hours of College Career

Readiness (CCR) planning for middle and high schools. He said principals are excited about the proposal.

Mr. Madden answered questions from the board. Board members asked if they could receive feedback about the helpfulness of these positions.

*(3) A motion was made to move item D2, Ongoing and One-Time Investments to the Action Agenda. The motion was approved on a vote of 5 to 0 with Ms. Emery absent at the time of voting.
**(Kennedy and Ford)

3. School Community Council (SCC) Training and USBA Master Boards Log-in. Ms. Swett explained to board members how to log on to the USBA Master Boards website. She also handed out a pamphlet outlining the requirements for the board to obtain the award. Each board member can manage their own profiles and check off items online as they are completed. She said she would like the board to complete many of the items together.

Ms. Bennett presented one of the required trainings titled "Leading School Community Councils: Responsibilities of Local School Boards." She said she would get information to SCC members about how they can complete their required training as well. She also clarified SCC meetings are not required to be recorded, but minutes need to be taken at each meeting. She said there is an expectation everyone has read the Shared Governance Guide, and board members have the responsibility to remind their schools to comply.

Ms. Bennett spoke about Amendment B, which will be on the ballots this fall. She said it helps protect LAND Trust funds and would allow more money to go to schools. She said, although this is good, we need to guard against the perception that we can get all the money we need from LAND Trust funds. Even doubling LAND Trust funds would still only be a drop in the bucket of the total education budget. Board members asked if information about Amendment B could be provided as elections get closer so it can be shared with schools and SCCs.

4. Board Meeting Format. Board members discussed the current format of Business Meetings and Study Sessions and possible changes they would like to see.

Board members discussed allowing Requests to Speak at all meetings instead of just at Board Business meetings. Since there was no opposition, it was decided that beginning with the September 20, 2016, Board Study Session, Requests to Speak would be allowed at all meetings.

Board members discussed having some board meetings take place at schools, doing small group school visits prior to regular board meetings, and having school presentations take place on site at the schools. Dr. Cunningham said she'd like to work with her team to hold one or two meetings at a school later this year and see how it goes. She said she would put together a calendar.

E. ACTION AGENDA

1. Any item transferred from Consent Agenda

Board Policy C-1, Parent and Community Involvement. Kristina Kindl and Jenny Mayer-Glenn answered questions from the board regarding Policy C-1.

^N(4) A motion was made to approve Board Policy C-1, Parent and Community Involvement. The motion failed on a vote of 0 to 6 due to a new motion.
**(Sandberg and Swett)

Board members discussed concerns about the proposed change of removing the word "Community" from the title of this policy. Ms. Kindl explained the change was to be more consistent with wording from the ESSA regulations, but said it wouldn't be a problem to add the word "Community" back in the title.

Ms. Ford clarified removing the word "Community" from the title did not remove the community from the policy. She suggested adding a sentence that had been removed back into the policy to clarify this.

^N(5) A substitute motion was made to accept Board Policy C-1, including changing the title to "Family and Community Engagement" and adding the removed sentence "Community members, volunteer, business partners, elected officials, and district employees are encouraged to support families in promoting student learning." back into the policy. The motion failed on a vote of 0 to 6 due to a new motion.
**(Ford and Emery)

Ms. Kindl pointed out the first sentence of the policy is very similar to the removed sentence. She asked for clarification about whether she should trade one for the other or combine them. Board members asked her to leave both sentences in the policy.

Ms. Swett called a point of order because motion #5 did not have a second, at which time Ms. Emery seconded the motion.

President Bennett suggested the policy be updated by Ms. Kindl and placed on the Consent Agenda for the next meeting instead of approving it tonight since it is not typical of board practice to approve wording they have not seen.

^{*}(6) A motion was made to return Board Policy C-1, Parent and Community Involvement, to the Consent Agenda at the September 20, 2016, Board Study Session after changing the title to "Family and Community Engagement" and adding the removed sentence "Community members, volunteer, business partners, elected officials, and district employees are encouraged to support families in promoting student learning" back into the policy.
**(Ford and Emery)

Purchasing/Accounting Report and Human Resource Report.

^{*}(8) A motion was made to approve the Purchasing/Accounting Report and the Human Resource Report.
**(Kennedy and Swett)

Board members asked for clarification about the Purchase Order for LOVE Communications. Superintendent Cunningham said the purchase order had been submitted at her request as a way of supporting communication in the district. She said this purchase order is open so the funds will be available if needed, but if they are not needed they won't be spent, and she doesn't anticipate spending all of it.

In Mr. Clára's absence, Ms. Emery raised a concern on his behalf that the Student Services Director did not appear on the Human Resource report. Ms. Kennedy said Mr. Clára has expressed this concern before and she believes it is a separate issue not directly related to the attached report.

Board members expressed surprise at how many first year teachers were released. Superintendent Cunningham said she is looking into the reason for this and plans to provide an update about teacher retention. President Bennett said it isn't known from this report how many first year teachers were retained which is valuable data for comparison.

2. Discussion Agenda items moved to Action

Board Policies B-1, Board of Education Legal Status, Responsibilities, and Ethics; and P-12, Comparability of Services.

*(7) A motion was made to approve Board Policies B-1, Board of Education Legal Status, Responsibilities, and Ethics; and P-12, Comparability of Services.

**(Sandberg and Swett)

Ongoing and One-time Investments.

*(9) A motion was made to approve the Ongoing and One-Time Investments as outlined in Exhibit D2.

**(Sandberg and Kennedy)

F. BOARD MEMBER REPORT

Ms. Kennedy said she wanted the board to be aware Ensign was starting a school safety patrol through their SCC. She said the community is very enthusiastic about it and thanked Ms. Kindl for her support.

Ms. Swett said she visited all of her schools at the crosswalk on the first day of school. She said it was fun to see parents and talk to them. She reminded board members of the Utah School Boards Association Regional meeting scheduled September 14, 2016 at 6:00 p.m.

Ms. Ford shared Highland and East girls' soccer played each other tonight and tied. Ms. Min said, thanks to her IB Coordinator at West High, many people have expressed interest in sharing items with her to bring to the board. She said she is looking forward to sharing their comments in future meetings.

Ms. Emery said she visited all of her schools the week before school started. She said the new library at Bryant is great with lots of new books and computers. She said elementary schools are

using their own funds to pay for new math textbooks and asked if the board could put more resources into helping with that expense.

President Bennett said she visited almost all of her schools. She said she would be interested in attending the Utah Educational Policy Center Conference on October 7-8. Dr. Cunningham asked board members who wanted to attend to notify Ms. Alleman so she could take care of the registration.

G. SUPERINTENDENT'S REPORT

1. Miscellaneous Updates:

Superintendent Cunningham said the first week of school was a success. Students were anxious to get back to school and our teachers were ready to greet them and began teaching immediately. There was a large district office presence at schools with over 350 visits during the first week.

Superintendent Cunningham recognized teachers Valerie Gates from West High as a Teacher of the Year finalist; and Carrie Caldwell of Riley Elementary and Kristina Kaly of Rose Park Elementary as finalists for the Presidential Awards for Excellence in Mathematics and Science Teaching. She wished good luck to all three teachers.

H. ADJOURNMENT

Following a motion by Ms. Swett, seconded by Ms. Sandberg, the meeting was adjourned at 9:23 p.m.

Janet M. Roberts
Business Administrator

lba

Salt Lake City School District
Addition to the Minutes of the Board Business Meeting 09/06/2016

OFFICIAL EXHIBITS OF BOARD MEETING

Official exhibits provided to the board and made available to the public as part of the meeting agenda can be found [here](#).

ADDITION TO THE MINUTES

The Board of Education of Salt Lake City School District acts by vote of a majority of the board members in an open and public meeting. Statements by individual board members, in or out of board meetings, written, oral or in social media, do not necessarily represent the views of the majority of the board or any other board member. Nevertheless, out of respect to the elected office that each board member holds and consistent with state law and board policy, the board allows its members to attach to board meeting minutes any other information that any member requests. When the board votes to approve minutes, that vote signifies that the minutes are a correct record of what occurred and what was asked to be included in the minutes. It does not signify any individual board member's agreement with the substance of the content.

The following information was distributed in the public meeting of the board, and has been included in the minutes at the request of the board member(s):

Master Boards Award Pamphlet

[Agenda Item D3](#)